



Effingham Fire Department

ILLINOIS

Fire Chief Joseph C. Holomy

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Crossroads of Opportunity

ASSISTANT FIRE CHIEF/FIRE PREVENTION BUREAU

Job Announcement

The City of Effingham, Illinois is seeking a highly motivated, progressive, and technically proficient fire service leader for the position of Assistant Fire Chief of Fire Prevention with the Effingham Fire Department.

The City of Effingham is ten square miles located in central Illinois, situated 100 miles east of St. Louis, Missouri, and 140 miles west of Indianapolis, Indiana. The area is a mix of residential, commercial, and industrial including 17 hotels and over 65 restaurants or dining establishments, a 1,500 seat indoor entertainment theater, a convention center, six-story hospital, and four large truck stops with over 1,500 semi-tractor trailers staying overnight daily. The City population is 12,577 and can increase upwards of over 40,000 during the course of any day dependent on the workforce, occupancy of hotels and convention center, along with transient movement to include local truck stops. Interstate 57 and Interstate 70, which have been under re-construction since 2005, merge within the City limits for 5 miles with a daily traffic flow of 45,000 vehicles daily. The City serves as the county seat including the County jail and courthouse, State Police District 12 headquarters, and Illinois Department of Transportation Region 7 maintenance facility. Two major rail systems, CSX and Canadian National, intersect through the center of the City with a combined freight schedule of 88 trains daily in addition to AMTRAK commuter rail service with 4 daily stops in Effingham.

The Effingham Fire Department is a combination department operating out of two fire stations with 15 full-time firefighters working a 24 hours on 48 hours off schedule with 5 firefighters assigned to each of the three shifts. The Fire Chief and Executive Secretary work a 40 workweek, and a part-time Emergency Management Coordinator works 20 hours a week. Twenty-four paid-on-call firefighters supplement the full-time firefighters paged-out simultaneously on specific calls. The department provides fire suppression, rescue, fire prevention, fire investigation, and public education services and is part of MABAS Division 54. The department has several personnel from both the full-time and paid-on-call ranks who are part of a Hazardous Materials Team within the MABAS Division. A private contractor serving all of Effingham County provides Emergency Medical Services. The department is an ISO Class 3.

The Assistant Fire Chief is an appointed position by the City Administrator with the advice and consent of the City Council and the Fire Chief. This position is responsible for the administration and supervision of all fire inspections and plan reviews of the over 1,200 businesses, securing compliance with fire protection standards, laws, ordinances, and codes. The position serves as the liaison between the Fire Department and business community leaders in building a level of trust and congenial cooperation.

The Assistant Chief is subordinate in the chain of command to the Fire Chief and, in the absence of the Fire Chief, assumes control of the Fire Department's administrative and emergency operations, performing the duties and exercising the powers incidental to the office of the Fire Chief in such order of precedence as may be designated. The position is subject to call-out and/or emergency responses after business hours, weekends, and holidays as may be warranted. A full job description is available and may be obtained by e-mailing Executive Secretary Joan Buzzard at buzzardj@ci.effingham.il.us.

Applicants must possess or have the ability to obtain an Associate's Degree from a two-year program in Fire Science or closely related field. A Bachelor's Degree or equivalent in Fire Science, Public Administration, or a closely related field is preferred. Minimum of ten years of fire service experience with at least three years in the rank of Lieutenant or higher, supplemented by training at a state or national fire training school and/or the National Fire Protection Association (NFPA), or equivalent combination of education and experience is required. Applicants must possess general knowledge of all applicable state laws related to fire code enforcement, B.O.C.A.

or International Building Code (IBC), and NFPA fire prevention codes and have or the ability to obtain the general knowledge of building construction related to residential, commercial, industrial, and special occupancies.

Applicants must possess Certification by the Illinois Office of the State Fire Marshal for Fire Officer II, Fire Prevention Officer, Haz-Mat Incident Command, Fire Officer III or be pursuing or have the ability to obtain Fire Officer IV, Fire Inspector (within 24 months), and Fire Investigator (within 24 months) . NIMS 100, 200, 300, 400, and 700 are required or must be obtained within 6 months. Additional state certifications at various levels are highly desirable. Must have a valid Illinois driver's license.

The hiring process will include an application review, oral interview, reference checks, in-depth background check and investigation, and a medical pre-employment physical screening upon conditional offer of employment. This is an Exempt position with a starting salary of \$80,000.00, increasing to \$82,243.00 after 6 months, with competitive benefits and a take-home vehicle. The anticipated hiring is in June 2016.

To apply, applicants must submit a letter outlining career history, details of qualifications, experience, and three professional letters of reference along with a current resume. Applicants may email holomyj@ci.effingham.il.us or mail/over-night delivery all required application information to City of Effingham Fire Department, Chief Joseph C. Holomy, 505 West Fayette Avenue, Effingham, IL 62401 with "ASSISTANT FIRE CHIEF" marked in the lower left-hand corner of the envelope or in the subject line of e-mails. **All submissions are due by 4:00 p.m. on Friday, May 20, 2016.**

Please visit www.effinghamil.com , www.facebook.com/effinghamfiredepartment , www.facebook.com/cityeffinghamil/ , or twitter.com/effinghamil to learn more about the City of Effingham and the Effingham Fire Department.

The City of Effingham is an equal opportunity employer